



**Minnesota Pollution
Control Agency**

520 Lafayette Road North
St. Paul, MN 55155-4194

2012 Wastewater Treatment Facility Operational Awards Application

NPDES/SDS Permit Program
National Pollutant Discharge Elimination System (NPDES)/
State Disposal System (SDS) Permit Program

Doc Type: Facility Operational Award

Instructions on page 3

To insure that your application is processed in time for the Annual Wastewater Operations Conference Awards Presentation in March 2013, you must submit your completed, properly signed applications to the Minnesota Pollution Control Agency (MPCA) by **December 31, 2012**.

MPCA Use Only	
Approved:	
Denied:	
Why:	

Address application submittals to: Belinda Nicholas – 2012 Operational Awards
Minnesota Pollution Control Agency
520 Lafayette Road North
St. Paul, Minnesota 55155-4194

Facility Information

Facility name (as shown on permit): _____
Facility address: _____ NPDES/SDS permit number: _____
City: _____ State: _____ Zip code: _____
Phone: _____ Fax: _____ E-mail: _____

Self-Assessment Checklist

Please review your facility's records for the period from **October 1, 2011, through September 30, 2012**, and complete the self-assessment checklist below. Please see box labeled "Exceptions" at the bottom of this page if you are unable to check "yes" for any of the criteria below. **You may still be eligible for an award.**

	Check "Yes" if you fully meet this condition
No effluent violations (not including percent removal violations).	<input type="checkbox"/> Yes <input type="checkbox"/> No
No late or incomplete reports Discharge Monitoring Reports (DMRs), compliance schedules, toxicity, Biosolids Annual Report (Due December 31, 2012), Pretreatment Annual Report (Due January 31, 2012, unless delegated), etc. as applicable.	<input type="checkbox"/> Yes <input type="checkbox"/> No
No missed samples.	<input type="checkbox"/> Yes <input type="checkbox"/> No
No releases of untreated or partially-treated wastewater from the collection system or treatment facility.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Facility operations conducted by an appropriately certified operator, if required. Name: _____ Cert. No.: _____ Class Type: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
A discharge, if a stabilization pond system (non-discharging ponds must document that they meet applicable seepage rate requirements).	<input type="checkbox"/> Yes <input type="checkbox"/> No
No violation of any other water quality permit, rule or statutory requirement.	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you checked all of the boxes above and your facility is publicly-owned, you may also be eligible for a U.S. Environmental Protection Agency (EPA) Regional and/or National Award. Please contact your nearest MPCA regional office to request an EPA Award application packet.

☐ Please send me an application packet for the EPA Wastewater Treatment Award.

Exceptions:

You may still be eligible for an award if your compliance problem resulted from an event beyond your reasonable foresight or control and you responded promptly and thoroughly to correct the problem and prevent its recurrence. To be considered for an award, please describe: What occurred and how it affected your facility, what steps you took to correct the problem, any sampling or investigation you completed and what additional measures you have taken to prevent the problem from happening again. (Attach additional sheets, if necessary.)

If you are in doubt about whether you qualify for an award, the MPCA staff encourages you to submit an application or contact your MPCA regional office to discuss your eligibility.

Review Process

The MPCA staff will review your application and facility data for final award determination.

Award winners will be notified by mail before as soon as possible, but before the Annual Wastewater Operations Seminar. Awards will be distributed at the Annual Wastewater Operations Seminar (March 2013). If you have questions, please contact your MPCA regional office.

Signatures

Applications will not be processed unless signed by the Mayor (city) or principal executive officer (company).

Print name: _____ Title: _____

Signature: _____ Date: _____

Instructions

Since 1978, the Minnesota Pollution Control Agency (MPCA) has been recognizing permittees across the State for outstanding operation and maintenance practices at their wastewater treatment facilities. Often referred to as Annual Operator Awards, these awards have been given to permittees that have been in substantial compliance with their National Pollutant Discharge Elimination System (NPDES) or State Disposal System (SDS) permit for the entire year.

If you would like to be considered for an award, please review your facility's records and activities over the 12-month period from October 1, 2011, through September 30, 2012, and complete the *Wastewater Treatment Facility Operational Awards Application* form. **You must complete and submit the form in order to be considered for an award.** If you want to be sure that your application is processed in time for the Annual Wastewater Operations Conference awards presentation in March 2013, you must submit your form **by December 31, 2012.**

After you complete your self-assessment, have the form signed by a person with the legal authority to act on behalf of the permittee and submit it to the MPCA. The MPCA staff will review your application for the final awards list.

We want to encourage as many potentially eligible applicants as possible, so if you have **any** question about whether you might be eligible for an award, go ahead and send in the application or contact your compliance staff for further guidance (refer to the list below of compliance staff members).

Exceptions, but no guarantees, to the application guidelines may be made at our discretion if we find that the problem was caused by an event beyond your reasonable foresight and control and:

- That you had taken all reasonable preventive measures.
- That you responded promptly and thoroughly by correcting the problem and completing any required supplemental sampling and reporting.
- That you evaluated the incident and took any additional actions to guard against it happening again.

The MPCA staff members appreciate your involvement in this year's awards process and hope that you will find it quick and easy. As always, the MPCA staff members are available if you need assistance completing your application or have questions about the award criteria. Feel free to contact your MPCA office below.

MPCA NPDES/SDS Compliance Staff

Metro:

Eric Pederson..... 651-757-2645
Kaitlin Boutelle..... 651-757-2306
Chandi McCracken..... 651-757-2232

Brainerd:

Herschel Blasing 218-316-3860
Nicole Blasing..... 218-316-3890
Justin Barrick..... 218-316-3858

Detroit Lakes:

Sarah Thomson..... 218-846-8134

Duluth:

Jaramie Logelin..... 218-302-6640
John Thomas..... 218-302-6616

Rochester/Mankato:

Joe Braun..... 507-206-2602
Mark Hugeback 507-206-2650
Teri Roth..... 507-344-5252
Craig Weingart 507-206-2655

Willmar/Marshall:

Brad Gillingham..... 507-476-4255